

1B100

EC 00026-RM



**Rocky Mountain
Remediation Services, L.L.C.**
... protecting the environment

INTEROFFICE MEMORANDUM



000062642

DATE: February 19, 1996

TO: Distribution

FROM: Herb Finkelman, Project Management, T130F, X5491

SUBJECT: MEETING MINUTES FOR THE 707 "J" MODULE GLOVE-BOX REMOVAL
MEETING FEBRUARY 12, 1996 - HNF -016-96

Action: Attendees are responsible for the action items listed below.

PURPOSE

The purpose of this correspondence is to distribute the meeting minutes for the 707 "J" Module Glove-box Removal meeting held on February 12, 1996.

DISCUSSION

| <u>Name</u> | <u>Department</u> | <u>Bldg</u> <u>Phone/Pager/FAX</u> |
|-------------------|--------------------------|------------------------------------|
| Attendees: | | |
| Herb Finkelman | Project Management | T130F 5491/D0381/F5215 |
| Pete Ross | Planning and Integration | T130F 5616/D5091/F5215 |
| Tim Humiston | Engineering | T130F 2700/D0850/F8048 |
| Bill Anderson | Maintenance | T439A 8052/D4555 |
| Dave Stough | Maintenance | T439A 4384/D1569 |
| Mary Aycok | SEG - Waste Liason | T130F 5957/ /F8244 |
| Garth Beers | Safety | T891C 3149/D3060 |
| Don Clark | Planning | B770 8180/D7195/F2335 |
| Pete Tourigny | Maintenance | T439A 3043/D6171/F3711 |
| Bob Garcia | Construction | T764B 6259/D1237 |
| Absent: | | |
| Mike Nelson | Construction | T764B 7647/D3876 |
| Dan Coyne | Maintenance | T439A 8177/D7223 |

Overview:

1. The scope of the project consists of the removal of 4 large glove-boxes and 1 small "B" box in the "J" Module of Bldg. 707. All associated utilities are also to be removed. J20, J40 and J50 are contaminated. They will be removed to building 776 for volume reduction. J30 and J40A are to be moved to "D" module in 707 for future use.
2. SSOC is providing the Engineering and IWCP for the initial phase of disconnecting the boxes from the bldg. RMRS will to the engineering and IWCPs for the lead removal and relocation of the boxes.

ADMIN RECCRD

B707-A-000039

1/4

Project Management:

1. The project will initially be worked on 12 hr. shifts on day shift.
2. The build has requested hold points in the IWCP prior to separating the glove-boxes from the chainveyor (CV) in-order to confirm a waste plan exists for the boxes.
3. The waste will be part of the 707 waste stream.
4. Mary is develop a plan to deal with the lead and lead windows. Sampling of the lead for contamination is required. J30 results are urgent.
5. The Heat Trays in the glove-boxes are to be disposed of.
6. Mary is to research any facility inventory reports for relevant data on the boxes and related information.

Engineering:

1. We intend to do mock-ups for glove-boxes J20 and J40 which have column interferences. We will also do a mock-up for the blank in the CV. Tim has the action to initiate the work and Mike will coordinate the craft effort.
2. We concurred that an open breach is too risky. The IWCP will be modified to reflect a sleeve. We will also investigate using a down-draft device to minimize any potential contamination. Tim will coordinate with Jack Tedaro of Rad-Engineering.
3. Don is to initiate the Lead Removal IWCP as quick as possible, probably using the D module procedure as a guide. The box relocation IWCP must also be started quickly. Tim is to prepare the engineering packages for these IWCPs.

Construction:

1. All Team members are to develop a punch list of activities required to start construction.
2. The IWCP round table was completed 2/13. The safety screen is scheduled for 2/16. The team wants to do a detailed internal review prior to sign off.
3. Training is a high priority. Bob Garcia has the lead, coordinating with maintenance, on defining all requirements, e. g., Bldg. Indoc., Nuc. Crit., Waste Gen., OSHA, RW II etc. and assuring the craft are trained. Bob will also determine with 707 Maint. if there are any special requirements.
4. Procurement of the CBOM for the initial IWCP is a major concern. Mike Nelson has the lead in assuring all material is listed and on order. Pete Tourigny will assist. The Glove-Bags, Tents and related materials are not on the list. Tim is working on finalizing the bag requirements.
5. Tools and equipment are another concern. Bill Anderson has the lead supported by Dave Stough and Mike Nelson. We need to determine what is available in the building; What needs to be scheduled, ordered, etc. It is understood the project will replace any hand tools which become contaminated. "Hot Boxes" in the building are to be checked for available hand tools.
6. The lift plan is also an urgent area to be resolved. Tim will walk the area with a structural engineer and maintenance to determine the plan and start the required calculations. Maintenance/Construction management will then prepare the required documents to get all necessary certifications after determining which equipment will be used.
7. RCT coverage is to be finalized. In a later planning meeting, Jim Woods committed to an effort to obtain the dedicated RCT s we need over and above the standard RMRS contingent.
8. Mary is working with Garth to finalize our required characterization plans, both waste and industrial hygiene. We are proceeding on the assumption that the glue holding the lead in place, has asbestos as a constituent.

9. We intend to have a minimum of two tents ready to work at any time, possible all three. Mike is to line up the required air movers and arrange required DOP testing.
10. Mike and Bill are to finalize the best approach to working OT. The expectation is all hours on the back-end of the day shift.
11. Mary, Construction and Engineering are to determine the approach to dealing with the Micarda encased in Stainless Steel.
12. Tim is to determine what is the exact configuration of the windows, i.e., what is the sequence of leaded glass, overlay windows, etc.
13. Garth is responsible for getting the Safety Plan into the IWCP. Mike and Garth will work on the Activity Hazards Analyses on an as-needed basis.

Schedule:

1. A schedule development meeting will be held on February 15. We have a February 27 commitment to present the schedule to SSOC.
2. Pete Ross is to talk to Tom Bourgeois and Mark Maier on schedule concerns learned from the "D" Module effort.

Cost:

1. Herb is to provide Charge Number information.

Action Items:

1. Develop plan to deal with Lead Windows; sample lead for contamination. Action: Mary Aycock Due:
2. Review Facility Inventory Reports for relevant Data. Action: Mary Aycock Due:
3. Initiate Mock-up construction and conduct training. Action: Tim Humiston and Mike Nelson Due:
4. Finalize Glove-bag and Sleeve approaches. Action: Tim Humiston and Jack Tedaro Due:
5. Complete IWCPs for Lead Removal and Glove-box relocation. Action: Don Clark Due:
6. Finalize Training requirements. Action: Bob Garcia Due:
7. Push Procurement of CBOM Materials. Action: Mike Nelson and Pete Tourigny Due:
8. Determine tooling requirements and resolve sources. Action Bill Anderson, Mike Nelson, Dave Stough Due:
9. Develop and finalize life plan. Obtain required equipment. Action: Tim Humiston, Mike Nelson, Dave Stough Due:
10. Provide dedicated RCTs. Action: Jim Woods Due:
11. Develop and finalize approach for dealing with Micarda. Action: Mary Aycock, Mike Nelson, Dave Strough Due:
12. Finalize our characterization plans. Action: Mary Aycock, Garth Beers DUE:
13. Obtain and certify Air movers. Action: Mike Nelson Due:

14. Finalize working shift. Action: Mike Nelson, Bill Anderson Due:
15. Determine Window configuration. Action: Tim Humiston Due:
16. Complete Safety Plan for IWCP. Action: Garth Beers Due:
17. Develop Schedule. Action: All Due: 2/27
18. Provide Charge Number information. Action: Herb Finkelman Due: Information for this week provided. By 2/20, additional information will be provided.
19. Provide Punch list of items to be resolved prior to starting construction. Action: All Due: 2/20. Received from Don Clark, Tim Humiston, Pete Tourigny, Mary Aycock

The next meeting will be February 19, 1996, 1:00 p.m. in Building 439.

RESPONSE REQUIREMENTS

Team members are responsible for responding to action items listed above.

HNF;dlu

Distribution:

| | | | |
|----|----------|---|---------------|
| D. | Clark | - | DynCorp - 770 |
| S. | Sergeson | - | K-H - T130F |
| R. | Williams | - | K-H - T130F |
| B. | Anderson | - | RMRS - T439A |
| M. | Aycock | - | RMRS - T130F |
| G. | Beers | - | RMRS - T891C |
| D. | Coyne | - | RMRS - T439A |
| B. | Garcia | - | RMRS - T764B |
| C. | Guthrie | - | RMRS - T130F |
| T. | Humiston | - | RMRS - T130F |
| M. | Nelson | - | RMRS - T764B |
| P. | Ross | - | RMRS - T130F |
| D. | Stough | - | RMRS - T439A |
| P. | Tourigny | - | RMRS - T439A |
| K. | Bates | - | SSOC - 441 |
| T. | Davidson | - | SSOC - 441 |
| H. | Mason | - | SSOC - 750 |
| G. | Trieste | - | SSOC - 750 |

File 17.402F

4/4